



DEPARTMENT OF THE ARMY
HEADQUARTERS, AFNORTH BATTALION
UNITED STATES ARMY NATO
UNIT 21601
APO AE 09752

REPLY TO
ATTENTION OF:

ACAN-C

24 June 2009

MEMORANDUM FOR All US Army NATO Personnel Assigned to Allied Joint Force
Command Brunssum

SUBJECT: Battalion Policy Memorandum # 4 – Equal Opportunity (EO) Complaints

1. REFERENCE: DA PAM 35-20, Unit Equal Opportunity Training Guide, 1 Jun 94, AR 15-6, Procedures for Investigating Officers and Boards of Officers, 30 Sep 96; DA PAM 600-15, Extremist Activities, 1 Jun 00; AR 600-20, Army Command Policy, 13 May 02; and TC 26-6 Commander's Equal Opportunity Handbook, 1 Apr 05.

2. POLICY:

a.. The policy of the Department of the Army and the HQ, AFNORTH Battalion, US Army NATO, is to resolve legitimate complaints at the lowest level and provide adequate procedures for such resolution. Leaders will ensure that Soldiers are fully aware of procedures for obtaining redress of complaints including those against the chain of command.

b. Individuals are encouraged to use their chain of command for redress of grievances. However, Soldiers have the right to present EO complaints to the chain of command, Inspector General, EO Leader, or the Equal Opportunity Advisor (EOA). The chain of command or staff receiving the complaint is responsible to conduct an informal inquiry into allegations, determine if the complaint has merit and assist the commander in resolving the complaint.

c. If facts received after an informal inquiry indicate that a formal investigation is warranted, Soldiers will submit a Sworn Statement on DA Form 7279-R. The DA Form 7279-R initiates the formal investigation and should be filed with the commander at the lowest echelon of command. The commander will review the facts presented and determine if a formal investigation is appropriate. If so, a disinterested officer is appointed. The investigation officer will consult with the EOA throughout the investigation and before the findings are reported to the Legal Office. The company level EO Leader will not be involved in the formal complaint process.

3. A copy of this memorandum will be permanently posted on all unit and workplace bulletin boards.

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4. The point of contact for this memorandum is the Equal Opportunity Leader (EOL), SFC Cogburn-Johnson at DSN 364- 2528 or commercial 0031-45-526-2528.


MARVIN G. VANNATTER JR.
LTC, AG
Commanding